



Transit Newsletter

Volume 6, Issue 1

October 2011

DTA Members,

I want to thank everyone for attending the DTA Fall Conference in September and making it a huge success. Without everyone's hard work and dedication the conference would not have been such a great event. First of all I would like to thank the DTA board members for pitching in and making this conference happen. Secondly, I would like to thank Darrell, AJ and Brian for getting the Roadeo course set up on Friday before the big event. Lastly, I would like to thank the Roadeo judges, Dale Marsico from CTAA, Jennifer Stewart from FTA Region 8, Jim Holman, Tomer Benito, Kristin Heismeyer, Dale Bergman and his staff, Sandy Lahmann and Geoff Ames. I want to congratulate all the award winners!

This was a great conference!

I want to thank everyone for their continued support of DTA.

Kim Adair



Stacey Hanson and Kim Adair attended the AASHTO conference in Washington DC in August.

Stacey Hanson was named the Assistance Local Government Engineer in the spring of 2011 and is now managing the Transit Section. You may reach her at 701-328-4469 or smhanson@nd.gov as needed.



Welcome Becky!

Becky Hanson joins us as the Coordination Specialist. She comes to us from the Office of the Adjutant General's where she was a grants and contracts officer.

- All contracts should be executed and returned.
- Preventative Maintenance Plans are past due.
- Contract Income reports are past due.
- 5310 Vehicle Use reports are past due.

- October 31:** Year end reports and training needs due
- November 11:** All quarter 1 expenses should be submitted. (including capital)
- November 16:** Cost Allocation training
- November 17:** Additional Training
- December 30:** Cost Allocation Plans Due
- February 15:** Request for Additional Funds Due
- April 1:** Applications Due

Plan ahead for EXPO 2012!!!

It will be held May 20-25 in Baltimore, MD
Not only is it fun, there is a ton of things to learn!

Pre-authorization for vehicle repair

When making a request for vehicle repair, please include:

- VIN, Year, Make, and Model of the vehicle
- Was it towed, or is it drivable?
- What is the current mileage?
- Has the vehicle been in an accident? If so, explain.
- Does the vehicle have a history of excessive repair? If so, please explain.
- What is the repair estimate? Do you have more than one estimate?
- What funding source do you want to use?

Fargo to Williston Route

Please continue to provide information on the Jefferson Lines route to your riders. www.jeffersonlines.com

Schedule Bus Service	800-451-5333
Group Travel	800-767-5333
Customer Service	888-530-7569

Paula Aalgaard is the Fargo Mobility Manager: you can contact her at 701-476-5967 or PAalgaard@matbus.com for information on connecting service for transit from the depot to other locations within the Fargo area. Check out the MATBUS fixed route trip planner service at www.matbus.com or call 701-232-7500.

Please notify the NDDOT Transit office before removing a vehicle from revenue service

When wanting to **sell a vehicle**, you must advertise to all transit agencies first. This newsletter or email are both adequate advertising methods. If no transit agency expresses interest, you may proceed to sell the vehicle. All proceeds must be used for transit purposes.

For Sale by Eldercare:

- 2007 Chevy Uplander w/ lift & 146K
- 2002 Ford E450 8 + 2 w/ 162K, Lift needs work

Contact Colleen at 701-456-1818 if interested.

Kim Adair, 328-2194, Dawn Michel, 328-2542
Becky Hanson, 328-2542, Bhanson@nd.gov

Accidents/incidents - Any of us.

Kim - Team Leader, Buildings, Coordination, Title VI, vehicles, RTAP/training, Pre-authorizations for repair, special requests

Dawn - Applications, Contracts, Reports, Policies, special requests

Becky - Coordination.

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CTAA

Linda Freeman attended the following two-day intensive training course and additional sessions as shown.

The Competitive Edge Training: Making Community and Public Transit the Best Alternative for Medical Transportation

This was a great session. It covered tools and resources to become central players in this much needed service.

- **Value:** Determining the true cost of service
- **Pricing:** Lowering your costs to be competitive
- **Negotiation:** Winning through persuasion (A great session - the how to and how not to negotiate!)
- **Accountability:** Building a recordkeeping and reporting process
- **Training:** Focusing on the patient

Digital Publishing made simple: A great way to get out message out while saving money – the options for using digital for schedules, brochures, etc. is growing daily. Take advantage of them to get the word out to the general public.

Seniors and Transportation: A Fresh Approach

A wonderful quote from this session was “If you cooperate, coordination can and will come. Collaboration will cause better and increased services.” We received a copy of a booklet entitled “United We Guide in St. Johns County” which covers every possible option for seniors in the county. The session also covered tooting our own horn and doing comprehensive assessments of our services that will help us improve. One other item covered was if you find a need to stop service due to lack of funding, etc., spend time preparing your passengers so they have time to find alternatives before the service ends.

Challenging Commutes Meet Innovative Solutions:

This session also encouraged collaboration in order to provide job access in very rural communities. *Go to the CTAA web site for PDF files on many great ideas.*

Written by Linda Freeman

Additional comments by Linda:

I helped judge in the Roadeo event with the director of transit services in Hawaii which was fascinating! Imagine coordinating transit between Islands.

FREE resources

Take a look at nationalrtap.org/ to find FREE access to a **website builder**, and “**procurement pro**”, a program to help create contracts which include the required federal clauses plus much, much more.

Community Transportation Association of America (CTAA) Conference

Attending the expo from North Dakota



Linda Freeman
Kenmare
Wheels & Meals
Pat Hansen
South Central
Transit
Barb Knutson
West River Transit
Ellen Lang
West River Transit

CTAA Roadeo

June 3rd, 2011 took me on a trip to the National Bus Roadeo in Indianapolis, Indiana. The event was held in the parking lot of the Colt’s Lucas Oil Stadium. This was an experience of a lifetime for me. When I was presented with the award at the Roadeo in Rapid City last year, the presenter’s comment was “now you will be competing in Indianapolis next year”. This kind of rocked me. I was still trying to wrap my brain around having won at this level. I have driven school bus, gravel trucks, tandems, semi, and farm trucks. Just about anything else with wheels, but not when I was being graded for it, aside from the fact that I always tried to do my best. The Roadeos are always a learning experience. The people we met were a nice bunch of folks. They treated us very well with a beautiful hotel and organized transportation to and from the Roadeo.

West River’s Secretary Ellen Lang also attended this event as a judge in the van class. It was great traveling with her. We did have one “little” window of time to do a bit of tourist stuff. We chose to go to Indianapolis Motor Speedway and take a tour. It was great to see.

I truly appreciated the opportunity to make the trip to Indianapolis. It was a great learning experience, and I was honored to represent North Dakota and West River Transit. Thanks for the Ride!

Written by Barb Knutson



Barb Knutson represented North Dakota in the National Roadeo. Great Job Barb!